

**CERTIFICATE OF REGISTRATION
SOCIETIES REGISTRATION ACT XXI OF 1860**

No S/26358 of 1994

I hereby certify that "SUMIT SAKSHI EDUCATIONAL
AND SOCIAL WELFARE SOCIETY, CHAWLA
NEW DELHI - 110071"

has been registered under the SOCIETIES REGISTRATION ACT
OF 1860

GIVEN UNDER MY HAND AT DELHI on this 15th day of
July, one thousand nine hundred and
ninety four.

Registration Fee of
Rs. 50/- received.




Registrar of Societies
Delhi Administration
Delhi


Certified to be true Copy
Registrar of Societies Delhi

PLEASE QUOTE THIS NUMBER IN ALL YOUR FUTURE CORRESPONDENCE

SUMIT SAKSHI EDUCATIONAL AND SOCIAL WELFARE
SOCIETY, CHHAWLA, NEW DELHI-110071.

1. Name of the Society : The name of the society shall be Sumit Sakshi Educational and Social Welfare Society, Chhawla, New Delhi-110071.
2. Registered Office : The Registered Office of the Society shall be located in the Union Territory of Delhi located for the time being at 1161, Rajgarh Colony, Delhi-71. This however can be changed by the B.C. as and when there is any such need.
3. Aims and Objects of the Society:
 - a) To organise the young people of the society and inculcate among them the spirit of social service.
 - b) To take up charitable pieces of work by establishing schools, dispensaries, libraries, reading rooms, dramatic clubs, Colleges, gymnasiums and sports clubs etc.
 - c) To acquire, take over, run and maintain the establishment of schools, hostels, children homes for the general public.
 - d) To organise cultural programmes, to arrange film shows and stage dramas in order to bring awakening among the young people of the society and also to raise funds.
 - e) To publish magazines, books, leaflets, journals and periodicals which may be necessary in connection with the purposes of the various activities of the society and for imparting knowledge to the masses.
 - f) To accept donations, loans, grants in the shape of cash/cheque or properties, moveable or immoveable etc. from the public, other associations, agencies, Govt. departments, for the promotion of the aims and objects of the society.
 - g) To create funds, acquire properties and make investments in the interest of the society and for meeting the expenditure in connection with the charitable works and for the social upliftment of the masses.
 - h) To support agencies, associations and the other institutions engaged in the similar activities.
 - i) All the income, earnings, moveable and immoveable properties of the society shall be solely utilised and applied towards the promotion of its aims and objects only and no profit thereof shall be paid or transferred directly or indirectly by way of dividends, bonus,

profits or in any manner whatsoever to the present or past members of the society or to any person claiming through any one or more of the present or past members. No member of the society shall have any personal claim on any moveable or immoveable property of the society or make any profits, whatsoever, by virtue of being a member of this society.

4. Governing Body:

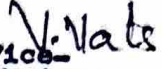
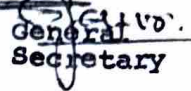
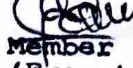
The names, addresses, occupations and designations of the present members of the Governing Body to whom the management of the society has been entrusted as required under section 2 of the Societies Registration Act 1860 as applicable to the Union Territory of Delhi are as follows:

S.No.	Name and Address	Occupation	Designation in the Society
1.	Pt. Daya Chand Sharma, House No. X-1161, Gali No. 2, Rajgarh Colony, Gandhi Nagar, Delhi-110031.	Educationist	Chairman <i>[Signature]</i>
2.	Shri Vinod Vats, 489, Sainik Vihar, New Delhi.	Business	V. Vats Vice-Chairman
3.	Shri S.K. Gaur, Village & P.O. Chawla, New Delhi-110071.	Educationist	<i>[Signature]</i> General Secretary
4.	Mrs. Shiela Sharma, House No. X-1161, Gali No. 2, Rajgarh Colony, Gandhi Nagar, Delhi-110031.	Social Worker	Secretary श्री लालिनी
5.	Mrs. Sunita Gaur, Village & P.O. Chawla, New Delhi-110071.	Educationist	Treasurer <i>[Signature]</i>
6.	Shri K.K. Gaur, Village & P.O. Chawla, New Delhi-110071.	Business	Member H. Sect. (Executive)
7.	Sharma & Co. New Roshan Pura, Najafgarh, New Delhi.	Chartered Accountant	Member <i>[Signature]</i>

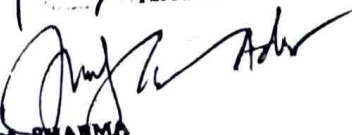
Witnessed By... Attested

5. Desirous Persons:

We the undersigned are desirous of forming this society namely "Sumit Sakshi Educational and Social Welfare Society, Chhawla, New Delhi-71" under the Societies Registration Act, 1860, as applicable to the Union Territory of Delhi in pursuance of this Memorandum of Association of the Society.

S.No.	Name and address	Occupation	Designation in the Society.	Signature
1.	Pt. Daya Chand Sharma, House No. X-1161, Gali No. 2, Rajgarh Colony, Gandhi Nagar, Delhi-110031.	Educationist	Chairman	
2.	Shri Vinod Vats, 489, Sainik Vihar, New Delhi.	Business	Vice-Chairman	
3.	Shri S.K. Gaur, V.P.O. Chhawla, New Delhi-110071.	Educationist	General Secretary	
4.	Mrs. Shiela Sharma, X-1161, Gali No. 2, Rajgarh Colony, Gandhi Nagar, Delhi-110031.	Social Worker	Secretary	
5.	Mrs. Sunita Gaur, V.P.O. Chhawla, New Delhi-110071.	Educationist	Treasurer	
6.	Shri K.K. Gaur, V.P.O. Chhawla, New Delhi-110071.	Business	Member (Executive)	
7.	M/s Sharma & Co. New Roshanpura, Najaf Garh, New Delhi-110043.	Chartered Accountant	Member	

All the signatures from 1 to 7 are attested.

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M. N. SHARMA
 Advocate
 Old Courts, K. Gate Delhi-6

SUNIT SAKSHI EDUCATIONAL AND SOCIAL WELFARE
SOCIETY, CHHAWLA, NEW DELHI-110071.

RULES AND REGULATIONS OF SUNIT SAKSHI EDUCATIONAL AND
WELFARE SOCIETY, CHHAWLA, NEW DELHI-110071.

1. Membership:

Subject to the approval of governing body: any one who believes in the aims and objects of the society and is prepared wholeheartedly towards its attainment can apply for membership as per rules. If the membership is refused to any person, the reason for refusal shall be intimated to the person concerned.

Admission fee for membership shall be Rs. 500/- and subscription shall be Rs. 120/- per year.

2. Ceasation of membership:

The governing body shall have the power to expel a member from the society on the following grounds:-

- a) On his/her death.
- b) On non-payment of subscription for three months from the due date.
- c) On his written resignation.
- d) If he has not attended three consecutive meetings of the general body without any intimation.
- e) If he is convicted by criminal court.
- f) If he works against the interest of the society.

The reasons for termination shall be communicated to the member concerned.

3. Appeal & Re-Admission.

Every expelled member shall have a right to appeal before the general body which may or may not be accepted. In case the member is expelled by the general body, the same can be readmitted provided the member concerned pays all upto date dues. The decision of the general body shall be final.

4. Rights and Previlages of Members:

Every member shall have right to attend the general body meeting and shall also be entitled to inspect the record of the society with prior permission of the governing body. Besides this he shall have also right to vote in the meetings of the society. Every member shall be entitled to participate in the meetings and cultural functions of the society.

5. General Body:

General Body of the Society shall consist of all the members of the society. The meeting of the general body shall be held after every one year with 1/3rd Quorum. No quorum shall be required in the adjourned meeting. An emergent meeting of the General Body may also be summoned on the written request of atleast 3/5th members. Ten days notice shall be given for the meetings. The following business shall be transacted in these meetings.

- a) To prepare annual programmes and policies of the society.
- b) To discuss and to decide all such other matters and issues which are directly or indirectly related to the affairs of the society.
- c) To pass annual budget of the society.
- d) To consider any business brought forward by the governing body.

6. Governing Body:

There shall be a governing body of the society to look after and to manage the day to day affairs of the society. It shall consist of minimum 7 and maximum 21 members including office bearers. The meeting of the governing body shall be held after every quarter with 1/3rd Quorum. Not less than 7 days notice shall be given for holding the meeting. The following shall be the functions of the governing body.

- a) To arrange finance if required from other Banks, financial Institutions or individuals on a reasonable terms & conditions and the governing body as a whole is liable for its return.
- b) To take necessary steps for the implementation of all programmes and policies drawn by the general body.
- c) To pass the necessary expenditure to meet the day to day requirements of the society.

- d) To take decisions on applications for membership.
- e) To appoint committees for disposal of any business of the society.
- f) To sue and defend all legal proceedings on behalf of the society.
- g) To take all such other steps which may appear beneficial for the smooth and better management of the society.

The following is the present structure of the governing body:-

1. Chairman One
2. Vice-Chairman One
3. General Secretary One
4. Treasurer One
5. Members from *any* Three to seventeen.

7. Functions of the office bearers:

CHAIRMAN: He shall represent the society in all public and private offices. He shall preside over all the meetings of the general and governing bodies. In case of equality of vote in any meeting, he shall tender his casting vote. He shall supervise work of other office-bearers of the society.

VICE-CHAIRMAN: He shall enjoy all powers and duties which are entrusted to the President in his absence. He shall also assist the Chairman in his work.

GENERAL-SECRETARY: He shall keep all types of record of the society including the register of members. He shall undertake all types of correspondence on behalf of the society. He shall also convene the meetings of General and Governing Bodies and shall also inform every member regarding time, date and place of the meeting through notice.

TREASURER: He shall collect subscriptions, gifts, donations from the members and general public and to issue receipts. He shall also be responsible for keeping and maintaining a true and correct account of the society's fund and furnish necessary information to the Governing Body. He shall keep with him Rs.1000/- as imprest money and the balance amount will have to be deposited in the Bank.

8. Financial Year:

The financial year of the society shall start from 1st April to 31st March every year.

9. Filling of Casual Vacancies:

The casual vacancies may be filled up by the resolution passed by the majority of votes by both the Governing & General Bodies, for the period till the next elections are held.

10. Source of Income:

The source of income of the society shall be subscription, donation, admission fee, gifts from the members and the general public. The income of the society derived from all the sources shall be utilised to attain the aims and objects of the society.

11. Operation of Bank Account:

The funds of the society shall be kept in a Nationalised or Scheduled Bank. The Bank Account of the society shall be operated jointly by Chairman or General Secretary with the Treasurer.

12. Once in every year, the accounts of the society shall be audited by a qualified auditor appointed by the governing body.

13. Tenure:

The tenure of the governing body shall be five years.

14. Election:

The general body in its annual meeting shall elect its Chairman and all office bearers and members after every five years, by secret ballot or by raising of hands. Election proceedings duly signed by the outgoing members if any will be filed in the office of the Registrar immediately after the elections are over.

15. Annual Lists:

Once in every year a list of office bearers and members of the governing body shall be filed in the office of Registrar of Societies, Delhi as required under section of the Societies Registration Act of 1860 as applicable to U.T. of Delhi.

16. Legal Proceedings:

The society may sue or be sued in the name of the Chairman as per provisions laid down under section 3 of the Societies Registration Act of 1860 as applicable to the Union Territory of Delhi.

17. Amendments:

Any amendment in Memorandum and Rules of the Society shall be carried out in accordance with the procedure laid down under section 12, 12-A of the S.R. Act of 1860 as applicable to the Union Territory of Delhi.

18. Dissolution:

If the society needs to be dissolved, it shall be dissolved as per provisions laid down under section 13 & 14 of the societies Registration Act of 1860 as applicable to the Union Territory of Delhi.

All the provisions under all the sections of the societies registration Act of 1860 as applicable to the Union Territory of Delhi shall apply to this society.

CERTIFIED THAT THIS IS THE CORRECT COPY OF RULES & REGULATION OF THE SOCIETY.


CHAIRMAN


GENERAL SECRETARY


TREASURER.